

Memo

To: Active Employees
From: Clarke Collins, Benefits Manager
Re: 2016 Open Enrollment

Open Enrollment for 2016 runs from **November 1 – November 30**. This is your annual opportunity to enroll in the health plan, change the health plan option you are currently in, or add dependents (active employees only). If you wish to make a change in your health plan option, now is the time to do so. **If you take no action, your enrollment in the health plan will continue as is. You only need to act if you wish to make changes.** All applications and forms needed to make changes can be found on the Employee Benefits website. Highlights this year include:

Medical Premium Rates – There will be a 5.56% increase to your medical plan premium beginning January 2016. There will be no premium holidays this year.

Flexible Spending Account Plans – The health care flexible spending account (FSA) plan now includes a provision that will allow participants to **carryover up to \$500** of unused contributions into the following plan year. If you have unused money left in your health care FSA, you can now apply up to \$500 of the leftover balance to the following plan year account. If you have never participated in a health care FSA, now is the time, as this is a great opportunity to sign up for at least \$500 since you can avoid losing any unused funds with the \$500 carryover provision.

This plan allows you to have monies deducted from your paycheck on a pre-tax basis to pay for your out-of-pocket expenses, such as your \$20 copays, uncovered dental expenses, glasses, etc. It works a lot like the Pre-tax Medical Premium Deductions. The money that you contribute to this account is deducted from your gross income first and then your taxes are calculated and deducted after that. Therefore, you are paying less in both federal and state taxes. To see your individual projected savings, go to <http://www.asiflex.com/calculator.html>. In addition, you can also have monies deducted on a biweekly basis to cover your child care expenses for your children under 13 years of age. These monies are also deducted on a pre-tax basis.

The maximum amount that can be contributed to a Health Care Account will be \$2,550 per year. The Dependent Care Account will remain at \$5,000. **Please note – current participants of the FSA plan must re-enroll for 2016 per IRS regulations.** Enrollment packets **will not be mailed**, so be sure to download the necessary forms from our website.

Prescription Drug Plan – There are no changes to the prescription drug plan for 2016.

Life Insurance Premium Rates – There are no changes to the life insurance premium rates for 2016.

Benefit Fairs - We will hold **Benefits Fairs** from **9:00a to 3:00p** with representatives from **Blue Cross Blue Shield, Express Scripts, Delta Dental, ASIFlex Inc., Invest EAP, Empower Retirement and the Vermont Higher Education Investment Plan** at most, if not all the following locations:

11/03/15 – Burlington – 108 Cherry St, 2nd Floor
11/04/15 – Rutland – Asa Bloomer Building, Merchants Row
11/05/15 – Montpelier – State House

Declaration of Health Coverage Forms – If you are eligible to enroll in The State Employees' Health Plan but have other health insurance coverage, you are **required** to submit a Declaration of Health Insurance Coverage Form. A copy of this form can be found on the Employee Benefits website.

Where to Get More Information

Online at <http://humanresources.vermont.gov/salary/benefits>

By contacting a member of the Employee Benefits Unit by phone (802) 828-6700 (option 1 and then option 3) or by email at DHR.Benefits@vermont.gov

******* PLEASE NOTE *******

All applications and enrollment forms must be received at the Employee Benefits Unit Office by 4:30 p.m. no later than Monday, November 30, 2015.

**Please mail to: DHR - Employee Benefits Unit
120 State Street, 5th Floor
Montpelier, VT 05620-2505**